

Mrs. Williams

JAMAICAN CANADIAN ASSOCIATION  
**MINUTES OF BOARD OF DIRECTORS' MEETING**  
FRIDAY, MARCH 19, 1999  
AT THE JCA CENTRE

A meeting of the Board of Directors of the association was held at the JCA Centre, 995 Arrow Road on Friday, March 19, 1999.

The following members were present:-

Mr. Herman Stewart	-	President
Mr. Uriel Soares	-	Chair, Building Committee
Ms. Pam Powell	-	Chair, Women's Committee
Ms. Pat Williams	-	Chair, Fundraising Committee
Ms. Ruth Morris	-	Chair, Caribbean Canadian Seniors' Club
Mr. Ansel Bather	-	Chair, Youth Affairs Committee
Mr. Vincent Conville	-	Chair, Education & Cultural Committee
Ms. Francella Moore	-	Chair, Membership Services Committee
Ms. Haari Abou Korrat	-	Executive Director
Mr. Hector A. Gray	-	Executive Secretary

Regrets: Ms. Pauline Tomlinson, Vice President  
Mr. Fred Irving, Chair, Public Relations Committee.

1. CALL TO ORDER: The President called the meeting to order at the hour of 7:30 p.m. and extended a warm and friendly welcome to all members present.
2. APPROVAL OF AGENDA:

*On motion by Ms. Williams, seconded by Ms. Powell, the agenda was approved:*

*CARRIED.*

3. CONFIRMATION OF MINUTES OF MEETING, FEBRUARY 19, 1999.

*It was moved by Ms. Powell, seconded by Mr. Bather, that the Minutes of the meeting held on February 19, 1999, be adopted with the following correction:*

*Re: Clause No. 7 - Membership Services Committee Report - Citizenship Volunteer Awards: That the award years of volunteer*

Cont'd.../2.

*services for Messrs. Carter & Bailey be amended Mr. Carter to 30 years and Mr. Bailey to 25;*

*CARRIED:*

4. MATTERS ARISING FROM THE MINUTES:

- 1) Re: Page 6, Women's Committee Report: It was suggested that the committee be requested to research the National Action Committee's policies to ensure that there are no variances or conflicts with the policies of JCA.
- 2) Re: Page 3, Item 1 - Honorarium for Ms. Cyndi Anderson. It was suggested by the president that the matter will be attended to by the executive secretary and himself.
- 3) Re: Ad Hoc Committee on Accounting Procedures. In answer to a question regarding the subject matter, Ms. Williams informed the meeting that the accounting policies and procedures were approximately 60% complete.
- 4) Re: Page 10, Paragraph 2 - Video of JCA's History. Mr. Conville asked if anything has been done. The executive director replied that a quote had been requested from someone to do the job, and further, that the handbook was scrapped in favour of the printing of a souvenir program for the function.
- 5) Re: Proceeds from JCA's Coin Boxes. In answer to a question the executive secretary stated that moneys were still coming in, and that these collections will be placed in the Operations Account.
- 6) Re: Property Manager for the Renovated JCA Building. In answer to a question the president stated that 'property' manager should be changed to 'building' manager. Further, it would not be prudent to hire a property manager until the building was in use and experience gained regarding usage and earnings of the building.

5. CORRESPONDENCE:

- 1) From Lorna Ferguson, Chair, Fundraising Committee - Kingston Public Hospital Support Fund (March 8, 1999). It was suggested we send regrets to Ms. Ferguson that we are unable to make a donation to the fund at this time due to the renovations to our building, but that

*Cont'd.../3.*

our members will be encouraged to support this fund.

- 2) From Mr. Santo Pelusa, re: Event re: Sick Children's Hospital Fund.  
It was suggested that Mr. Peluso be informed that we are unable to participate at this time due to our costly renovations process.
- 3) From Citizens Commission on Human Rights, re: Federal Gov't. Investigation into the Over-Prescription of Ritalin. This communication was received and filed.
- 4) From Ms. Maria Williams (Mar. 9, 1999) Letter of resignation from the position as Treasurer of the association.
- 5) From the St. Jago Alumni Association (Toronto) re: 10<sup>th</sup> Anniversary Dinner/Dance on July 31 at the Toronto Don Valley Hotel. It was decided that this event be posted on the notice board as information to members..
- 6) From the co-ordinator of the Donald Willard Moore Scholarship Fund (Mar. 1, 1999) re: thanksgiving service to held on April 25, 1999. It was suggested that interested board members who wish to do so be requested to attend.
- 7) From McCarthy Tetrault, Barristers & Solicitors (Mar. 3, 1999), acknowledging receipt of 1997/1998 Annual JCA Report.
- 8) From Mr. Howard Hampton, MPP, Leader of the Ontario New Democratic Party, re: Presentation of the J. S. Woodsworth Award on March 21, 1999, which was received and filed.
- 9) From the Urban Alliance On Race Relations, (Feb. 26, 1999) re: Keynote Address of Mr. Rob Levine from Los Angeles, Calif. On March 21, 1999, which was received and filed.
- 10) From Duke Reid International (Disc Jockey) re: Request for engagement for JCA functions, which was received and filed.
- 11) From the National Council of Jamaicans & Supporting Organizations re: Youth Conference in Winnipeg, Manitoba.

cont'd.../4.

6. COMMITTEE REPORTS:

Caribbean Canadian Seniors Club:

The Seniors' Representative informed the board that the seniors had found a meeting place for Tuesdays at 319 Keele Street on Tuesdays, but that they are still looking for a place for their Thursday activities. A trip had been planned to Casino Rama on Thursday the 26<sup>th</sup>.

Ms. Morris also informed the board that Ms. Nelson had been keeping contact with the office and that the receptionist section can contact the group, if necessary.

*Ms. Morris, seconded by Ms. Powell, moved that the report be adopted;  
CARRIED.*

Building Committee

1. On February 27 a member, Leon Sutherland, replaced the ballast in one of the lights in Lisa's office at no charge. I will arrange to send him a thank you letter.
2. On March 4 we had to call the heating contractor for Kwik Kopy once again. The unit was checked and cycled several times but no problem was found.
3. Also on March 4 we received a quotation from LDS for lawn care for the coming season, April 15 to Nov. 15. The cost is \$1260.00 and does not include fertilizer and weed control. I need to know if I should accept this quote.
4. We are having another demolition and clean-up day tomorrow (Sat 20) and everyone is welcome. Also the south parking lot will be taken up by a crane for a couple of days early next week.

(Note: In discussing Paragraph 3, it was decided that in view of the renovations now in progress on the property that the lawn care contract with LDS not be renewed this year)

*Mr. Soares, seconded by Ms. Williams, moved that the report be adopted;  
CARRIED.*

cont'd.../5.

Education & Cultural Committee

The committee at its last meeting has reaffirmed its previous position to work cooperatively with the Saturday morning JCA mentoring program.

Two committee members will be making a courtesy call at the program venue on Saturday, March 27, 1999.

The committee has asked our vice president to arrange a meeting between the executive director, or her representative, and the coordinator of the Saturday morning mentoring program to coordinate ideas expressed at the last board meeting.

The committee is asking board members to advertise, as much as possible, our tour of several Underground Railroad sites planned for Saturday and Sunday July 10 and 11, 1999. So far, we have 25 people signed up for the tour. We are giving JCA'S members first opportunity before we open it up to the general public. Inquiries can be directed to Vincent Conville at 905 - 884-2750.

*Mr. Conville, seconded by Ms. Moore, moved that the report be adopted:*

*CARRIED.*

Fundraising Committee:

Walkathon

Barbara Thomas is doing an excellent job coordinating this year's "walk" which is scheduled for Sunday, May 2, at 9:30 a.m. at G. Ross Lord Park, Steeles and Dufferin. Several pledge forms have already been distributed. Pledge forms are available from the JCA office. The projected revenue is \$50K.

Flyers are being distributed, and media advertising will be confirmed as soon as we are closer to the date of the event.

Financial Policy and Procedure:

The committee was not able to meet but the proposal has been drafted with 60% completed. A meeting is scheduled for Thursday, March 25 to review and amend the document.

Cont'd.../6.

New Year's Eve Gala

The fundraising committee has begun planning this year's New Year's Eve Gala which will be an all-inclusive affair. A presentation will be made to the board in May.

"Buy-A-Brick" Campaign:

A presentation to the fundraising committee proposing a community visibility and distribution of the forms was not supported. However, the committee agreed to continue with the distribution of forms at retail shops and other businesses as appropriate, by themselves or with the help of their friends and supporters.

Media and radio advertising is being investigated by Frank Wallace. The sale of bricks will be encouraged during the walk-a-thon. The possibility of a telethon is also being investigated.

There appears to exist some confusion regarding the role of this committee and the employee who was hired to perform fundraising activities, as it relates to the brick campaign.

*Ms. Williams, seconded by Mr. Conville, moved that the report be adopted:  
CARRIED.*

Membership Services Committee:

MEMBERSHIP RENEWAL

The responses received from the membership renewal forms that we sent in the In Focus were very successful.

CITIZENSHIP VOLUNTEER NOMINATION AWARDS

I have sent letters to the people who have been chosen for the citizenship awards advising of the nomination.

FLAG RAISING CEREMONY

We have received the permit for raising the flag at City Hall and the invitation letters are mailed to the special guests.

VISITATION GROUP

The visitation group visited Alex Russell, and had planned to visit Mel Thompson and MacMillan Thomas but they cancelled.

cont'd.../7.

PICNIC

The picnic will be in Hamilton again this year. We have reserved an area called "valens" which is similar to Christie Park. We were unable to obtain Franshaw Park. Cost will be \$25.00 adults, \$20.00 seniors and \$10.00 for children under 12 years. Tickets and flyers for the picnic will be available in a few weeks.

*Ms. Moore, seconded by Ms. Powell, moved that the report be adopted:*  
*CARRIED.*

Women's Committee:

The March 8 meeting of the Women's Committee was cancelled so we have not discussed feedback from the last board meeting.

However there was no response given to the question: Why membership in N.A.C. is a constitutional matter?

- What is N.A.C's mandate
- Aims and objectives of N.A.C.
- That these aims and objectives are not of variance with those of JCA.
- Who are the member groups of N.A.C.

In response to the above concerns the circulated brochure outlining what N.A.C. does and the membership is provided for your perusal.

N.A.C. does not publish names of member organizations instead, they are listed as per categories. Some examples of member organizations: University Women's Studies departments, Canadian Labour Congress and its affiliates, Older Women's Network, Intercede, Ontario Council of Agencies (of which JCA is a member).

(Note: A copy of the attachment to the foregoing report is appended to the Minutes as Appendix "A".)

*Ms. Powell, seconded by Ms. Morris, moved that the report be adopted:*  
*CARRIED.*

Youth Affairs Committee:

Submission For Bursary:

The Youth Affairs Committee submitted an application for a bursary to the York Region Neighbourhood Services Program under their pilot project for youth at risk. A copy of our submission is attached for your information.

The "Youth at Risk Community Initiative Program" is a one-year pilot project funded by Human Resources Development Canada. Each successful applicant will receive a bursary in the amount of \$1,000 for each project. One of the main deliverable at the completion of the project is a final report that describes the activities undertaken, presents recommendations for future actions, and provides a detailed breakdown of project expenditures. Successful applicants would receive funding by the end of April and are expected to start their programs immediately thereafter.

We learnt about this program from the York University radio program last Friday, during an interview segment between the radio host and the project coordinator. I informed the president of our intent to submit an application.

Earlier today, Deborah Headley, who is the York Region project coordinator, contacted me. She informed me that our application is missing three important points and that I must provide a response by Monday, March 22<sup>nd</sup>.

1. We must demonstrate that the program is targeting youth at risk living in York Region-Human Resources Canada made the funding available for this main reason. Deborah suggested two options:
  - Include an explicit statement that our planned activities will be held at a named location in York Region
  - Approach organizations in York Region (student bodies/community/others) with the intent of partnering with them.
2. We must include an explicit statement that we are willing to share the outcome/results of the project with other organizations. I informed her that this was our intention and she accepted this verbal agreement.
3. We must indicate some form of matching contribution (Monetary or in kind services) that will also be allocated to our proposed program.

### **Other Planned Activities**

We are in the process of planning our official launch. This will be held on Thursday of the week that the building will be officially opened. Some highlights of our preliminary program is presented below:-

JCA YOUTH AFFAIRS COMMITTEE LAUNCH

(Key items for consideration - revised outline)

General

1. Show coordinators:

Dwayne Morgan, Up from the Roots, 2 or 3 members of the JCA Youth Committee, an independent youth from the general public/JCA membership

2. MC

Master T (City TV Much Music)

Dwight Drummond (City TV)

Traci Melchor (City TV Electric Circus)

Oliver (Breakfast TV)

Jonathan Shaw (105.5, York Radio)

Luther Brown (Principal Brookview Middle School)

3. Key performers:

Trey Anthony (Platform Entertainment)

Kevin Wallen (Motivational Speaker) - possibly at the start of the program for 10 - 20 minutes

Karen Shinsue (Actor, JCA Employee)

Angela Lawrence (Comedian, Writer)

4. Speakers:

Herman Stewart (President JCA)

Ansel (JCA Youth)

Speaker on current issues (Ricardo?)

Cont'd.../10.

**Fundraising Issues**

5. Goal is to raise \$10,000 for JCA Youth and JCA Building (Renovation) Fund
6. Building must be donated to offset cost of renting (e.g. York, or other local school auditorium)
7. Create program booklet and sell advertising spots - *booklet must be presented in a professional manner.*
8. Donation \$10.00 (adult) and \$5 (Children, Seniors) - will depend on JCA opening (*if launch is in August, otherwise pricing seems reasonable.*)
9. Giveaways throughout the night - *ask vendors to contribute products or include in pricing system for vendors (e.g. charge \$15 + product for each booth)*

May include vendors of books, art and craft, light beverage and food

**Main Program**

10. Reception: 6:30 - 7:30 p.m.

11. Showtime 8:00 p.m.

12. Entertainment

Black National Anthem, Canadian National Anthem  
Jamaican National Anthem - performed at different times during the show

Singers: R & B, Gospel, Reggae

Poetry: Dwayne Morgan, Estelle Boateng

Dub Poetry: JD Vishus

Skit: youth, parent issues (Platform Entertainment)

Dance Group

BREAK

BREAK

BREAK

cont'd.../11

Reggae singer  
Dance: Kevin Ormsby  
Skit about relations among youth (teenage parents, etc.)  
African Dance  
Drummers  
Singer : R & B  
Storytelling

13. Post reception until 12:00 p.m. (Midnight)

(Note: A copy of the communication from the Youth Affairs Committee Chair to Deborah Headley, Project Coordinator, Celebrating Youth: Communities In Action for Youth at Risk is available on file.)

*Mr. Bather, seconded by Mr. Conville, moved that the report be adopted:*

*CARRIED.*

*Ms. Moore, seconded by Mr. Soares, moved:*

*That the amount of \$300.00 be approved for the proposed bursary under the "Youth at Risk Community Initiative Program":*

*CARRIED.*

7. OFFICERS' REPORTS:

Executive Director: Proposals - to Parks and Recreation for funding for camp program.

Cont'd.../12.

Grant approval received from Women's Foundation for \$5000 toward the Seniors Abuse Project.

**HRDC** - Met with Rick Dicresce on March 8 and 18 respectively. At these meetings issues around inadequate space, accessibility and toilet facilities were discussed. Conclusion - to conduct the project off-site until renovations are completed. Will be seeking space that is equipped for the physically challenged.

**ISAP** - Our staff request to review and reinstatement of a counselor position for the Scarborough location and a program support person was denied. Reason given was the approved immigration numbers from the Caribbean this year. Request for salary increase was approved.

The CYP program is not being renewed. Agencies will grant a mini contract to cover the transition period from April 1 to June 30, at which time the project will be phased. This service will be included under the new SEPT program.

**Planning Committee** - The second meeting of the planning committee was held on March 10. We are now setting up sub-committees to assist with projects.

Met with Robert Mout regarding the purchase of a software fundraising package that will enable us to better tract pledges, issue receipts/thank you letters, financial reports, etc.

Program to be installed on Monday, March 29, 1999. Training will be provided same day. One other person should be trained on the program maybe a f/r committee person.

Entered partnership with Canadian Mental Health Association to conduct support group for women over a 46-week period. CMHA will provide funds to cover cost of project.

Attended launching of a banking initiative that will assist the needs of the Oakwood/Eglinton business community. This new community banking will assist many small business owners with their financial requirements. This initiative is sponsored by Royal Bank of Canada inspired by the BBPA and the Eglinton Avenue West business group. Yvonne Blackwood will head up this new division which will be located at the Royal Bank at St. Clair and Oakwood.

~~Item~~ **Resignations** - Natalie Prince has resigned from the CYP effective March 31. She will, however, continue with the Board of Education project one day per week and the tutoring program. Natalie will be resuming her Master of Social Work studies at the University of Toronto.

## STATISTICS

**ISAP:** The pace quickened for the month of February. There were several requests for housing, social assistance, credit counseling and assistance with income tax returns. The project in partnership with the Toronto District School Board was accepted. Confirmation should be around March 30. Trustee for project is North York Community House. This month's statistics: New = 4; closed = 0; Previous = 60; Active = 64; group = 0; phone contact = 37; direct contact = 0; Total service hours = 97.

## VAW

The coordinator along with a volunteer continues to conduct focused thinking counseling in the support group at West Detention is 2/month. Twenty-seven women participated in the program this month. Hoping to do no more than 2 draws.

Other support groups being developed is one that would target women who have borderline mental problems or isolated. Some of these women will be integrated into the Community Kitchen Project, which is scheduled to begin April 6, at the Jane Finch Family Community Centre.

This month's statistics: New = 5; closed = 6; Previous = 28; phone contact = 12; direct contact = n/a; Waiting list = 0.

## CYFS

There continues to be a waiting list for services in this department. This month's statistics. New = 29; closed = 8; Previous = 43 Active caseload = 39; group = 0; phone contact = 25; direct contact = 29; Total service hours = n/a.

## NSP

This month's statistics: New = 31; closed = 0; Previous = 176; Active

caseload = 215; group participants = 10. Phone contact = 19; direct contact = n/a.

### **MEALS ON WHEELS AND LITERACY PROJECTS**

The menu supplied by the Scotch Bonnet Restaurant for the program was approved by the nutritionist. Volunteers are being interviewed and on the job training will be provided.

There is reluctance to paying the \$5.00 fee required for the meals from the clients we have identified for the project. Publicity for the project has intensified, in addition to adverts in the Share newspaper ads will be placed in Caribbean Camera, Gleaner, Pride and the Guardian. Cost of ads will be shared with our partnering agency. Flyers will also be distributed to churches and apartment buildings. St. Clair West Meals on Wheels are anxious to form a partnership with us to serve residents in their catchment area. We will be looking at this in the beginning of the new fiscal year.

### **Literacy**

Questionnaire to acquire qualitative information is completed. The worker met with Vilma Wright of Harambee to discuss and possibly use their assessment tool to determine literacy levels in our target group.

### **TUTORING PROGRAM & ISAP YOUTH PROGRAM**

**Tutoring** - Waiting list as decreased to 12 students. Active students in this program are 35.

**ISAP Youth** -Activity continues at the Topcliff, Pelmo, Beverly Heights and Northview Heights schools.

153 students received support in different categories - Leadership Training, individual counselling and dispute resolution.

Twenty students participated in the homework club at Beverly Heights.

**Parenting** - Support group at Driftwood Community Centre concluded first week of March.

Cont'd.../15.

The coordinator for the program is currently on sick leave and will return to work late March /early April.

(Note: A copy of the Fundraising Summary (Oct. 1998 to Mar. 1999) as submitted with the above report is appended to the Minutes as Appendix "B")

*Ms. Haari Abou Korrat, seconded by Ms. Moore, moved that the report be adopted:*

*CARRIED.*

President:

1) Building Renovation/Financing:

Work is moving along on schedule. Structural steel work (Monday/Tuesday) All sub-contracts are now in place.

We made the first pay out on March 15 - (\$51,000) Payments will be once monthly. We cashed in our notes \$20,200, in addition we have \$73,000 cash in the building fund.

The bank's architect has informed us that his fee will be \$2,000 for each draw from the bank. Hoping to do no more than 2 draws.

Fundraising: Very slow. Buy A Brick needs a kick-start - hoping the April 17 canvass will do just that.

Heard from Sheila Cops - the government is again referring us to Mr. Abou Nabe from programs. Still working on Trillium grant.

Corporate Campaign:

Erma Collins is now working on first event: Hard Hat Reception.

Confirmed Cyndi Anderson as book-keeper at \$25.00 per hour for renovation project.

Wrote to Al Paladini, Minister of Economic Development for meeting to discuss funding. Volunteer Day, March 13, was well supported.

All of which is respectfully submitted.

*Mr. Stewart, seconded by Ms. Williams, moved that the report be adopted.*

*CARRIED.*

cont'd.../16.

8. NEW BUSINESS:

Extension of Fundraising Co-ordinator's Contract

The subject matter was discussed as to whether the board would extend the contract.

*Mr. Soares, seconded by Ms. Williams, moved that consideration of the foregoing matter be deferred, and that same be discussed with Ms. Collins prior to any further action being taken.*

*CARRIED.*

Policies and Procedures with respect to Building Usage

*It was moved by Mr. Conville, seconded by Ms. Morris, that the following members be appointed to a committee to recommend policies and procedures to be followed for the usage of the building on completion of the renovations:*

*Ms. Haari About Korrat*

*Mr. Uriel Soares*

*Ms. Pat Williams*

*A representative from the Seniors' Group (to be selected)*

*A member of the Women's Group (to be selected)*

*CARRIED.*

9. ADJOURNMENT:

*Ms. Powell, seconded by Ms. Morris, moved:*

*THAT the meeting now adjourn:*

*Carried.*

The meeting adjourned at the hour of 10:46 p.m.

APPROVED:

HERMAN STEWART,  
President.

HECTOR A. GRAY  
Executive Secretary.

Minutes of Board of Directors' Meeting, March 19, 1999.

## Appendix "A"

INFORM

**Re: Workstation  
LOCATION REGARDING THE  
ON THE STATION**

Women's Comm.  
age 7.  
THE NATION  
STATUS OF W

WOMEN'S BUREAU, U.S. DEPARTMENT OF LABOR  
1936

## THE COMMITTEE

## ♀ WHO WE ARE

The National Action Committee on the Status of Women (NAC) is the largest feminist organization in Canada. A coalition of more than 700 member groups, NAC has been fighting for women's equality for over 25 years.

### NAC's membership is diverse and broadly-based:

- ♀ women's centres & shelters, ♀ women of colour
- ♀ immigrant & refugee women, ♀ academic women
- ♀ trade unions,
- ♀ Aboriginal & Metis women ♀ lesbian groups,
- ♀ business women assoc'n's, ♀ and many more.

NAC's 29 member volunteer executive is elected by its membership; and each year at the Annual General Meeting.

Once funded almost 100% by the federal government, NAC now raises more than 75% of its operating funds through membership fees, donations, project grants and special events.

## ♀ WHAT WE DO

Through our ever-growing, diverse membership, and our regional steering committees, we are increasingly able to organize at a grassroots level where it really counts!

A few examples of actions, that NAC has engaged in:

- ♀ advocacy work,
- ♀ demonstrations,
- ♀ popular education,
- ♀ conferences & events,
- ♀ letter-writing campaigns,
- ♀ lobbying all levels of govt,
- ♀ research/policy development
- ♀ international solidarity,
- ♀ and much more...

## ♀ HOW WE DO IT

NAC carries out its work through its Regional Steering Committees, National Policy Issues Committees and coalition work with social justice partners. Key policy areas that NAC's work has impacted are:

- ♀ Childcare
- ♀ Disability Rights
- ♀ Health
- ♀ Aboriginal Women
- ♀ Violence
- ♀ Justice
- ♀ Lesbian Rights
- ♀ International Solidarity
- ♀ Environment
- ♀ Women & the Economy
- ♀ Pensions
- ♀ Francophone Rights
- ♀ Immigrant, Refugee & Migrant Women

NAC's Priorities for each year are set by the membership at its AGM. The Priorities can range from campaigning for Pay Equity to lobbying for an increase in the budget of the *Federal Women's Program Fund* which impacts on Canadian women's access to social programs and services.

Recently, a *Young Women's Committee* was struck in order to mobilize young women's participation in NAC and the women's movement.

*Internationally*, NAC has been participating in conferences and actions to promote international solidarity with women and advocating for women's equality rights globally. For example, NAC is part of the movement to counter *global capitalism* which succeeded in slowing down the signing of the Multilateral Agreement on Investment (MAI).

## NAC STRUGGLES FOR the:

- ♀ eradication of poverty for women & children
- ♀ implementation of quality, universal childcare
- ♀ end to violence against women & children
- ♀ full participation of women in governance & democratic control of international financial institutions
- ♀ protection of the rights of indigenous women, immigrants, refugees and migrant workers, and women with disabilities
- ♀ end to racism and protection of the rights of women of colour.
- ♀ end to homophobia and the protection of the rights of lesbians
- ♀ women's rights to health, education, training, employment and housing
- ♀ full sexual and reproductive autonomy of women
- ♀ promotion of women's decision-making in environmental protection

*the Women's Movement Needs You Now!*  
*Join NAC in the Struggle to Achieve*  
*Full Equality for All!*

*There's so much that you can be part of!*

Aussi disponible en français

> Ways you can support NAC & the Women's Movement

♀ Your Organization can become a member group:

Make your voice heard and count nationally. Receive national support and make connections with like-minded groups across Canada and internationally. Your Organization is granted delegate status at NAC's Annual General Meeting and your will receive our quarterly magazine **ACTION NOW!** free!

Yes, we want to become a NAC member group.

Group Name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email: \_\_\_\_\_

Contact: \_\_\_\_\_

Referred By: \_\_\_\_\_

♀ ♀ ♀ As an individual you can become a Friend of NAC. You can be part of the struggle for social justice and equality. For an annual donation, you will receive our magazine **ACTION NOW!** free as well as be kept up to date on all of the activities at NAC and the women's movement across Canada!

Yes, I want to become a Friend of NAC.

**My annual donation:**  \$50  \$25 (low-waged)  (un-waged)

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email: \_\_\_\_\_

♀ ♀ ♀ **Join our Pre-Authorized Chequing Plan** and help secure the financial stability needed to fight for women's rights all year around!

On the first of every month, I, the undersigned, authorize NAC to receive from the account specified on my enclosed cheque (marked VOID), the following donation:

\$10  \$15  \$20  \$25  Other \$ \_\_\_\_\_

Please charge my monthly donation to my credit card

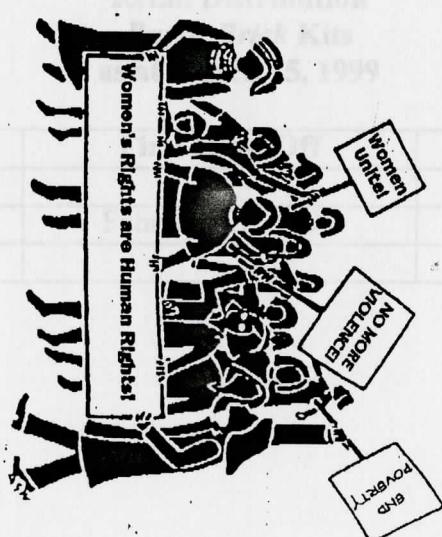
VISA Card #: \_\_\_\_\_ Expiry Date: \_\_\_\_\_

Mastercard #: \_\_\_\_\_ Expiry Date: \_\_\_\_\_

Signature: \_\_\_\_\_ Telephone: \_\_\_\_\_

**NATIONAL ACTION COMMITTEE ON THE STATUS OF WOMEN**

**How you can be part of the**



**Membership Information**

NAC works towards achieving its goals by building an anti-racist, feminist movement nationally and globally to end all forms of exploitation and oppression of girls and women.

Join with over 700 organizations committed to achieving women's equality and social and economic justice for all women!

Return to: National Action Committee on the Status of Women - 203-234 Egerton Ave. East

Toronto, ON - M4P 1K5 - T: (416) 932-1718 - F: (416) 932-0646 -

Minutes of Board of Directors' Meeting, March 31, 1999.

## Appendix "B"

## FUNDRAISING SUMMARY

October 1998 to March 1999

**Fundraising Summary**  
**October 1998 to March 1999**

**Capital Campaign**

***Buy A Brick* Campaign**

1. Communications Development – writing and development of campaign communications
2. Publishing – coordinated publishing of 10,000 fundraising kits
3. Business Reply Envelopes – coordinated financial arrangements and publishing of Business Response Envelopes with Canada Post
4. Brick Launch – wrote copy for launch communications and assisted with publicity (press kits, agency communications, etc.)
5. Fundraising Kit Collation – coordinated collation of 10,000 fundraising kits
6. Distribution to Membership – assisted with Christmas mail out to membership (700 members, 10 kits each)
7. Distribution to Retail Outlets – coordinated Caribbean retail outlet distribution of fundraising brochures (35 stores)
8. Monitoring Retail Outlets – monitoring Caribbean retail outlet distribution
9. Database Development – developed database to input donors names and their request for inscription (1100 donors)
10. Quality Control – double checking donor names/inscriptions with Finance files

***Buy A Brick* Statistics**  
**as at March 15, 1999**

<b>Total Bricks Sold</b>	<b>Response Rate</b>	<b>Amount Received</b>
1100	11%	\$11,000

**Retail Distribution**  
***Buy A Brick* Kits**  
**as at March 15, 1999**

<b>Total Retail Outlets</b>	<b>First Drop-Off</b>	<b>Second Drop-Off</b>
35	February 20, 1999	March 20, 1999

**Fundraising Summary**  
**October 1998 to March 1999**

**Projects to be completed by April 6, 1999**

1. Follow-up telephone calls to retail and manufacturers (list from Uriel Soares) requesting in-kind donations. Letters mailed earlier this month.
2. Complete ***Buy A Brick*** mail out to legal practitioners, paralegal service providers and lawyers (@35-45 offices).
3. Obtain membership list from Association of Black Law Enforcers for ***Buy A Brick*** distribution.
4. Conducting follow-up with Caribbean retail network members who are displaying ***Buy A Brick*** packages.
5. Install Program Manager Database software package and attend training.
6. Complete draft copy of Jackman Foundation and Black Family Foundation application forms for capital campaign support.
7. Call members of JCA's former Corporate Campaign requesting their participation on newly convened committee.
8. Produce major gifts discrepancy report. Research major gifts and pledges donated during the past two years. Profile donors, document pledge schedules and indicate payments. Identify discrepancies.

**Corporate Campaign Activity**  
*Building to Serve*

Business Name	Activity	Process	Follow-Up
Alcan Aluminum	In-kind gift donation request	Drafted and Mailed	Follow-up call – week of 22/03/99
Alcatel Canada Wire	In-kind gift donation request	Drafted and Mailed	Follow-up call – week of 22/03/99
American Standard	In-kind gift donation request	Drafted and Mailed	Follow-up call – week of 22/03/99
Amigo Sports	Contacted President who wants to donate sports equipment	Gave contact name and number to Ansel Bather	Ansel Bather to follow-up.
Bank of Montreal	2 <sup>nd</sup> installment received	Thank you and tax receipt sent	
Banks (CIBC, T-D, Royal, Bank of Montreal, Scotiabank)	2 <sup>nd</sup> Installment Letter	Drafted and Mailed	
CIBC	Refusal	Mr. Stewart follow-up	Mr. Stewart to follow-up
Crane Canada Inc.	In-kind gift donation request	Drafted and Mailed	Follow-up call – week of 22/03/99
Deca Cables Inc.	In-kind gift donation request	Drafted and Mailed	Follow-up call – week of 22/03/99
Dom Tech	In-kind gift donation request	Drafted and Mailed	Follow-up call – week of 22/03/99
Electro Cable Inc.	In-kind gift donation request	Drafted and Mailed	Follow-up call – week of 22/03/99
Home Depot	Mr. Stewart request meeting	Drafted and Mailed	Mr. Stewart to follow-up.
Ideal Food Service Equipment	In-kind gift donation request	Drafted and Mailed	Follow-up call – week of 22/03/99
Ideal Paint	In-kind gift donation request	Drafted and Mailed	Follow-up call – week of 22/03/99
Imperial Pipe Corporation	In-kind gift donation request	Drafted and Mailed	Follow-up call – week of 22/03/99
Mascoll Beauty Supplies	Request to Bev Mascoll to be Co-Chair, Capital Campaign	Drafted and Mailed	Agreed to request. Will meet with Haari and Denise in mid-April.
Moen Inc.	In-kind gift donation request	Drafted and Mailed	Follow-up call – week of 22/03/99
Royal York Hotel/CP Hotels	In-kind donations from Royal York Hotel Renovation Project	Mr. Kenny, Director (416) 367-7192	Denise to follow-up.
Olympia Tile International	In-kind gift donation request	Drafted and Mailed	Follow-up call – week of 22/03/99
Para Paints	In-kind gift donation request	Drafted and Mailed	Follow-up call – week of 22/03/99
Royal Bank	2 <sup>nd</sup> installment received	Thank you and tax receipt sent	
Royal Pipe Ltd.	In-kind gift donation request	Drafted and Mailed	Follow-up call – week of 22/03/99
Scotiabank	Refusal	Letter sent March 16, 1999	Mr. Stewart to follow-up
Sherwin-Williams Co.	In-kind gift donation request	Drafted and Mailed	Follow-up call – week of 22/03/99
Toronto Dominion Bank	2 <sup>nd</sup> installment received	Waiting for Tax Receipt from Finance	Denise to send thank you and tax receipt

**Capital Campaign**  
**Charitable Foundations**  
**Status Report as at March 15, 1999**

<b>Foundation</b>	<b>Request</b>	<b>Status</b>	<b>Cycle Completion Date</b>
Alva Foundation	\$25,000	Waiting for Decision	Decision – June 1999
Black Family Foundation	\$25,000	Research and Development	Final Draft – March 30, 1999
Harold Crabtree Foundation	\$25,000	Waiting for Decision	Decision - April/May 1999
J.P. Bickell Foundation	\$25,000	Waiting for Decision	Decision – April/May 1999
Jackman Foundation	\$25,000	Research and Development	Final Draft – March 30, 1999
Tippett Foundation	\$25,000	Waiting for Decision	Decision – June 1999
Trillium Foundation	\$75,000	Waiting for Decision	Decision - April 1999
Trillium Foundation ACCESS FUND	\$65,000	Concept Development	Request Approval to Proceed
<b>Total Funds Requested</b>	<b>\$290,000</b>		

**Programs and Services**  
**Charitable Foundations**  
**Status Report**

<b>Foundation</b>	<b>Request</b>	<b>Project</b>	<b>Cycle Completion Status</b>
Canadian Women's Foundation	\$10,000	Seniors Network Abuse Prevention Project	<b>Funding Confirmed \$5000</b>
Universal African Improvement Association	\$1,500	Leaders In Partnership Project	Mailed - Waiting for Decision
Rotary Club of Toronto	\$3,000	Leaders In Partnership Project	Draft - Executive Director Office
<b>Total Funds Requested</b>	<b>\$14,500</b>		

**Programs and Services**  
**Project Funding (Government Sources)**  
**Status Report**

<b>Program</b>	<b>Request</b>	<b>Project</b>	<b>Cycle Completion Date</b>
Ontario Seniors Secretariat (SNAP Project)	\$10,000	Senior's Network Abuse Prevention Project	<b>Funding Confirmed \$3000</b>
Drug Abuse Prevention Program	\$25,955	Parent Resource Centre	Decision - July 1999
Access & Equity	\$25,000	Legal Resource Centre	Decision - July 1999
Recreation Grants	\$25,000	Funding for Summer Day Camp	Decision - July 1999
<b>Total Funds Requested</b>	<b>\$85,955</b>		